

**NOLA Public Schools  
Procurement Department  
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**April 19, 2023**

**Addendum No. 2**

**REQUEST FOR PROPOSAL NO. 23-0060**

**SHARED DAILY BUILDING AND AUTOMATED SYSTEMS ENERGY  
MANAGEMENT SERVICES**

This Addendum and Clarification item forms a part of the RFP Documents and modifies the original RFP Documents issued March 16, 2023. Acknowledge receipt of this Addendum on the Addendum Form of the Request for Proposal. Failure to do so shall subject the proposal to disqualification.

**CLARIFICATION:**

1. **Question:** Does OPSB have an existing Enterprise level Building Automation system that all of the schools are visible and controlled from (or at a minimum the Alerton systems) ?

**Answer:** No central management system is in place.

- a. **Question:** When the RSD schools were being built, there was a consistent spec that referenced a CFAS (Common Facility Automation System) that the individual schools would be integrated to. Is this system in place and who is currently managing it?

**Answer:** No CFAS system is in place. They are stand alone.

- b. **Question:** Are all of these schools visible remotely from individual web addresses?

**Answer:** Yes

2. **Question:** Do the schools currently have access to their BAS systems at a local level?

**Answer:** Yes

- a. **Question:** Do they have administrative access to the systems?

**Answer:** Not full administrative access

- b. **Question:** The ability to add users, make security and sequence changes?

**Answer:** The current BAS management contractor has the ability to add users. Schools do not have authorization to make sequence changes.

3. **Question:** Is Synergy currently providing control service for the Alerton schools?

**Answer:** Synergy has individual agreements with the schools that utilize Alerton systems. This RFP seeks to centralize management of all schools that will participate.

4. **Question:** Does OPSB have Kw meters on all the schools?

**Answer:** Not all schools have Kw meters.

- a. **Question:** If so – Are those meters monitored via the local BAS or another system?

**Answer:** The schools that have Kw meters have the ability to be monitored via local BAS.

5. **Question:** Are 12 consecutive months of utility bills readily available?

**Answer:** Yes

6. **Question:** Item #9 -Scope of Services – “Gather and analyze student and teacher health improvements and school energy costs from technology upgrades”

**Answer:** Delete item #9, page 11

- a. **Question:** Please identify the means and the methods for collecting student and teacher health data that is already in place and available to the public?

**Answer:** Delete item #9, page 11

- b. **Question:** If that doesn’t exist – please indicate the means and methods that you expect the Vendor to provide that meets state and federal requirements for student and teacher privacy?

**Answer:** Delete item #9 page 11

7. **Question:** Item #17 – Scope of Services – “Review Programming/Sequence of Operations: Perform Retro commissioning”

- a. **Question:** Is the expectation that certified 3<sup>rd</sup> party Cx reports be provided?

**Answer:** The awarded contractor can provide CX reporting.

- b. **Question:** Is the expectation that the retro-commissioning program that Aptim facilitates be exercised at each facility?

**Answer:** Yes, on an as needed basis.

8. **Question:** Under Task & Services – “Daily review of building automation system (first thing in the morning) to verify all equipment is up-and-running properly. Verify spaces are comfortable and appropriate levels of fresh air are being delivered to the zones”

a. **Question:** What is the reporting structure when mechanical and control issues are observed?

**Answer:** Daily issues observed are to be reported to the school site designee and copied to the NOLA-PS designee. The school site currently manages the HVAC service provider.

b. **Question:** Are CO2 levels being monitored at all of the sites?

**Answer:** No

9. **Question:** Under Task & Services – “Set weekly, event and holiday schedules in coordination with the CMO/SOM. We strive to set weekly schedules that are only as long as necessary to provide a comfortable indoor environment while minimizing energy use and wear on equipment”

a. **Question:** Do the CMO’s and SOM’s maintain a weekly or monthly calendar of events for each school?

**Answer:** Yes, this is a requirement.

10. **Question:** Can you provide a list of mechanical equipment for each site?

**Answer:** No

11. **Question:** For the schools that "opt-in" to these services, do you anticipate the services starting for all of the schools at the same time, or will there be a rolling opt-in period during which the schools can sign-up?

**Answer:** Schools’ fiscal years start July 1 every year and are contracted in that manner. If a phased start is required, do to participation, it is understood that contract periods end on 6/30 and a new term would be effective July 1.

12. **Question:** For the schools that opt-in, are they committing to a full year of services or will they be allowed to opt-out after a period of time?

**Answer:** School sites that elect to participate are signing up for a 1-year contract or a term through 6/30 if a phased start is implemented.

**END OF ADDENDUM NO. 2**